

Orthotist

Documentation Required for Licensure

- ☐ Application and fee (\$400). **All application fees are nonrefundable.** To apply, do one of the following:
 - 1. Create an account, apply and pay online at:
<https://ibpllicense.iowa.gov/PublicPortal/Iowa/IBPL/common/index.jsp>, OR
 - 2. Print, complete and return a paper application with a check or money order payable to the Iowa Board of Podiatry:
<http://idph.iowa.gov/Portals/1/Files/Licensure/OrthotistApp%20AMANDA%20No%20transition%20%282014%29.pdf>.
- ☐ Educational Requirements –
 - 1. Official academic transcripts verifying a Bachelor's degree or higher from a regionally accredited college or university, sent directly to the Board office from the college or university, AND
 - 2. Official academic transcripts verifying completion of an academic program in orthotics accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).
- ☐ Examination Requirement –

Official exam scores from the BOC or ABC orthotist certification exam, sent directly to the Board office by the exam service.
- ☐ Residency Requirement –

Official statement from the program director indicating completion of a residency program approved by NCOPE. The statement must include the residency beginning and completion dates.
- ☐ Verification of licenses held in other states (if any):

Applicants that have been previously licensed, registered or certified in any other state must provide official verification of licensure in the other state(s). The license verification must include license issue date, expiration date and any pending or past disciplinary action. The verification may be printed from another state licensing board's website if it contains all of the required information. If web based verification is not available, the verification must be send directly to the Board office by the state(s) where the applicant has been licensed, registered, or certified. If the applicant has never been licensed in another state, ignore this item.